

Dear Business Owner:

I would like to take the opportunity to welcome you to Boulder City Business Licensing.

This pamphlet is designed to assist you in the licensing process and to provide you with answers to some frequently asked questions.

Boulder City is known as a clean, green oasis in the desert. Located approximately 20 miles from the glitter and excitement of Las Vegas, Boulder City offers a quiet, relaxed environment. With a population just under 15,000, residents enjoy a quaint, small town atmosphere with a low crime rate and quality police and fire services.

Our mission is to license businesses and promote confidence towards the business community.

We hope that all of your licensing needs will be met, and good luck in your business endeavor.



Cyndi Outram
Business License Clerk

THE LICENSING PROCESS

A license application packet is given to all applicants. The packet consists of: A Child Support Status Statement, Background Investigation, Industrial Insurance Requirements, Emergency Notification, NV Business Registration, Fire Dept. info, and an information sheet for other agencies you may need to contact. Additional paperwork may be required depending on the type of business activity.

- If your business is a corporation or LLC, you must register with the Secretary of State.
- All businesses must register with the State Department of Taxation.
- All businesses that have employees must obtain workers compensation insurance.

Additional State and/or County licenses and permits may be required depending on the type of business activity.

Once you have completed the application packet and the list of requirements, all items must be returned to our office for processing. License fees are based on the type and size of business, and license terms can be issued on a semiannual or annual renewal basis. Your license cannot be issued until all inspections/investigations are approved. We do not offer a temporary license to operate during the approval process. All resident licenses take approximately 2-3 weeks to process and non resident licenses can be issued the same day. When your license is approved we will contact you at the number provided on your application to remit payment. Once payment is received your license will be issued.



GENERAL INFORMATION

Thank you for inquiring about a Boulder City Business License.

Our office hours are:

7:00 am – 6:00 pm Monday thru Thursday.

No appointment is necessary.

Information and applications can be obtained by visiting our office, phone, fax, or visiting our website.

There are five licensing agencies within the Vegas valley:
Boulder City, City of Henderson, City of Las Vegas, City of North Las Vegas, and Clark County. The first step in obtaining a license is to determine your correct jurisdiction.

You must obtain a Boulder City license if:

- 1.) The business location address is within the city limits of Boulder City.
- 2.) The business location address is other than Boulder City but the activities will be taking place within the city limits of Boulder City. However, you must first obtain the license from the jurisdiction in which your location address exists.

OTHER LICENSING AGENCIES

City of Henderson (702) 267-1730
240 Water St.

City of Las Vegas (702) 229-6281
400 Stewart Ave.

City of North Las Vegas (702) 633-1520
2200 Civic Center Dr.

Clark County (702) 455-4252
500 S. Grand Central Pkwy

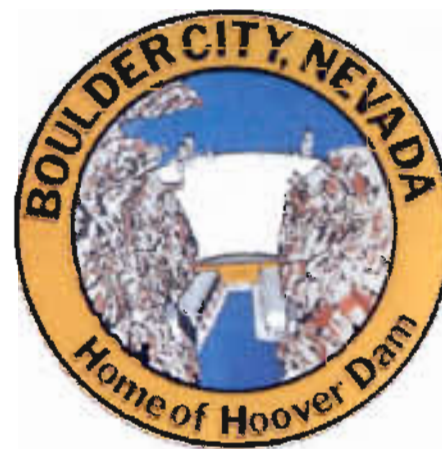
BOULDER CITY DEPARTMENTS YOU MAY NEED TO CONTACT

Boulder City Airport	(702) 293-9405
Building Department	(702) 293-9282
Community Development	(702) 293-9282
Fire Department	(702) 293-9228
Parks & Recreation	(702) 293-9256
Public Works	(702) 293-9200

FREQUENTLY CALLED STATE & COUNTY AGENCIES

Department of Taxation	(702) 486-2300
Contractors Board	(702) 486-1100
Secretary of State	(702) 486-2880
State Industrial Insurance	(702) 486-9080
Better Business Bureau	(702) 320-4500
DMV	(702) 486-4368
County Clerk	(702) 671-0500
Southern NV Health Dist.	(702) 759-1000

BOULDER CITY BUSINESS LICENSING INFORMATION GUIDE



401 California Ave
PO Box 61350
Boulder City, NV 89006-61350
(702) 293-9219 Phone
(702) 293-9411 Fax

Website: <http://www.bcnv.org/>